

## **Experienced SAR to Train and Supervise New SAR**

As an option to attending preferred VA training and submitting test cases to the VA Regional Loan Center, a LAPP lender may request that one of its active experienced SARs train and review the test cases of a new SAR applicant that has received a Preliminary SAR Approval Letter containing their SAR ID#, or a new SAR transfer that has not issued LAPP cases within the last year.

The senior officer of the company that signed the SAR application must send an E-mail to: [SARSUPPORT.VBACO@VA.GOV](mailto:SARSUPPORT.VBACO@VA.GOV) that contains the following:

- the name and SAR ID# of the new SAR to be trained and reviewed.
  - the name and SAR ID# of the experienced SAR who will train, review and issue the test cases.
  - certification from the senior officer that the experienced SAR:
    - has full LAPP authority and has been performing acceptably
    - will provide adequate training to the new SAR on requirements in the VA Lender's Handbook, and
    - will review and ensure the acceptability of the new SAR's LAPP test cases.
- VA will E-mail a confirmation of your intent to provide SAR to SAR training.

Upon successful completion of five test cases the senior officer of the company must E-mail to: [SARSUPPORT.VBACO@VA.GOV](mailto:SARSUPPORT.VBACO@VA.GOV) the following certification of training.

### **Certification of Training and Test Case Review of New SAR by Experienced SAR**

As a senior officer of our company, I certify that our experienced SAR under the VA Lender Appraisal Processing Program (LAPP) provided training of all VA LAPP requirements to the new SAR trainee/transferee and reviewed at least five test cases that were successfully completed by the trainee/transferee.

Name and SAR ID of Experienced SAR: \_\_\_\_\_

Name and SAR ID of new SAR Trainee: \_\_\_\_\_

VA Case Numbers of at least 5 test cases completed :

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Senior Officer: \_\_\_\_\_  
Name & Title

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Lender ID # : \_\_\_\_\_